



State of Arizona
Department of Education

Jaime A. Molera
Superintendent of
Public Instruction

SPED 02-12

M E M O R A N D U M

October 15, 2001

TO: All Special Education Mediators

FROM: Dr. Hugh A. Pace
Education Program Specialist
Mediation Coordinator

Ms. Theresa A. Schambach
Project and Program Specialist
Dispute Resolution Coordinator

RE: Annual Mediation Training

Mark your calendars, it's that time of year again!

The Arizona Department of Education/Exceptional Student Services (ADE/ESS) will present our Annual Mediation Training on November 19 and 20, 2001. Enclosed is the tentative agenda for the two-day training. The training will be held at Arizona State University – West Campus (ASU-W) in room 265 in the University Center Building (UCB) located at 4701 West Thunderbird Road, Phoenix, Arizona (please refer to attached map for directions). To remain active as a mediator you must complete this mandatory training. If you cannot attend please make arrangements to view the videotape with Ms. Theresa Schambach at (602) 542-3084 or via facsimile at (602) 364-0641.

For those of you needing make travel arrangements, the travel and per diem will be reimbursed at the allowable state rate for those participants traveling 35 miles or more one way. You can obtain a non-employee state travel claim at the training or simply by calling our office at the above mentioned number.

Enclosure (2)